IGT
EZ PAY TICKETING SYSTEM V1.9a
SUGGESTED TRIAL PROCEDURES

Meter Readings

1. For 2 consecutive days each week during the trial period, manually read and record the "voucher in" and "voucher out" meters for a sample of slot machines. You may print the Gross Meter Report (Poll Type: Current) to use as a tool to verify your manual reading of the "voucher in" and "voucher out" meters.

   Note: The manual meter readings must be performed at a time that will minimize any timing difference between the manual reading and the system end of day meters on the Gross Meter Report (Poll Type: EOD).

2. Compare the manual readings to the Gross Meter Report (Poll Type: EOD). Any variance not attributable to a timing difference must be investigated.

3. Trace the "Voucher In Amts" and "Voucher Out Amts" amounts by machine from the Gross Meter Report (Poll Type: EOD) to the "Metered" amounts on the Ticket Variance Report.

Vouchers and Reports

Each day accounting or auditing personnel shall:

1. Trace the "Cashouts" by machine and in total from the Ticket Issuance Report to the "voucher out" system value "Expected" on the Ticket Variance Report.

2. Trace the "Cashouts" by machine and in total from the Ticket Redemption Report to the "voucher in" system value "Expected" on the Ticket Variance Report.

3. Investigate all variances on the Ticket Variance Report for all machines on-line with the EZ Pay system.

4. Trace the "Cashouts" by machine and in total from the Ticket Redemption Report to the "System" amounts on the Sys Vouchers In vs Vouchers Counted In Count Room report.

5. For five cashier sessions foot the validated jackpot/cashout vouchers and trace to the Cashier Session Report and the Session Reconciliation Report.

6. Trace 20 validated jackpot/cashout vouchers to the Ticket Redemption Report to verify that the status and detail voucher information is correct.

7. Examine 20 jackpot/cashout vouchers for completeness and regulation compliance.

8. For 20 slot machines review all jackpot/cashout vouchers on the Ticket Issuance Report for continuous sequencing by "Asset #". Additionally, verify that the beginning voucher number follows in sequence from the prior day's report. Follow-up is to be performed if any sequence errors are found.

9. Review all voids for propriety and regulation compliance. Ensure that all voided jackpot/cashout vouchers appear on the Void Ticket Report.

10. Review any adjustments on the Session Reconciliation Report for propriety. This must be performed by an individual independent of the transaction. Verify that the adjustment detail (old value and new value) substantiates the total adjustment as recorded in the "Audit" section totals.

11. Review the Ticket Liability Report for the proper handling of unredeemed jackpot/cashout vouchers.

12. Balance the Ticket Liability Report (prior day balance + issued jackpot/cashout – voids – redemptions – expired + expired vouchers paid = new liability).

13. When vouchers begin expiring examine the Expired Ticket Report to ensure that the date of the jackpot/cashout voucher falls within the configured time limitations. The maximum allowable limitation for jackpot/cashout vouchers is sixty days.

14. Review the Audit Report on a daily basis for propriety of transactions or unusual occurrences.

Soft Count

1. The count of the jackpot/cashout vouchers must be performed in the count room in compliance with currency acceptor drop and count standards.

2. Soft count room key employees should provide close supervision of all count personnel.

3. For 10% of the slot machines, manually count the number of vouchers removed from the bill validator drop box and trace to the EZ Pay Soft Count Report.

4. Trace the soft count by machine and in total from the <u>Soft Count Report</u> to the "Actual" amounts on the <u>Sys Vouchers In vs Vouchers Counted In Count Room</u> report.

5. Investigate all variances on the <u>Sys Vouchers In vs Vouchers Counted In Count Room</u> report for all machines on-line with the EZ Pay system.

6. Trace variances from the <u>Sys Vouchers In vs Vouchers Counted In Count Room</u> to the <u>Soft Count Exception Report</u>. Follow-up on all variances in the count.

<u>Reports</u>

1. Review the <u>Meter Exception Report</u> and the <u>Meter Adjustment Report</u> on a daily basis for unusual transactions.

2. On a sample basis foot the EZ Pay system generated reports to verify the clerical accuracy of the reports.